

# CALENDAR OF KEY DEADLINES 2002-2003 APPORTIONMENTS

## I. PRINCIPAL APPORTIONMENT, FEBRUARY 2003

### A. Annual Apportionment (A) Documents for Fiscal Year 2001-2002

	<u><b>DUE DATES</b></u>
1. <u>Attendance Reports</u> ("J" Forms) Districts/County Offices of Education (J-18/19, J-18/19B, J-18/19C, J-18/19S, J-22, J-22 Supplement [GATE], J-27/28)	July 15, 2002
2. <u>Tax Reports</u>	
a. Districts, Form J-29B	August 15, 2002
b. County Offices of Education, Form J-29C	August 15, 2002
c. Miscellaneous Funds, Form J-29.1	August 15, 2002
3. <u>Revenue Limits</u>	
a. Districts, Form K-12 (A)	October 15, 2002
b. County Offices of Education, Form O (A)	October 15, 2002
4. <u>Special Education</u>	
a. NPS/LCI Data	October 31, 2002
b. Infant Data	October 31, 2002

### B. CORRECTIONS TO BE APPLIED AT THE 2002-2003 FIRST PRINCIPAL APPORTIONMENT (P-1)

Corrections from all prior years for Attendance Forms, Revenue Limits, AB 602, NPS/LCI, Infant, ROC/P Handicapped Pupils, Adult Education, ROC/P, GATE, and Tax Forms

October 15, 2002

### C. P-1 DOCUMENTS FOR FISCAL YEAR 2002-2003

1. <u>Tax Reports</u>	
a. Districts, Form J-29B	November 15, 2002
b. County Offices of Education, Form J-29C	November 15, 2002
2. <u>Revenue Limits</u>	
a. Districts, Form K-12 (P-1)	November 19, 2002
b. County Offices of Education, Form O (P-1)	November 19, 2002
3. <u>Special Education</u>	
a. NPS/LCI Data	January 8, 2003
b. Infant Data	January 8, 2003

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| 4. | <u>Attendance Reports (“J” Forms)</u><br>Districts/County Offices of Education<br>(J-18/19, J-18/19B, J-18/19C, J-18/19S,<br>J-22, J-22 Supplement [GATE], J-27/28) | <b><u>DUE DATES</u></b><br><br>January 15, 2003 |
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## **II. PRINCIPAL APPORTIONMENT, JUNE June 2003**

### **A. Corrections to be applied at the 2002-2003 Second Principal Apportionment (P-2)**

Corrections from all prior years for Attendance Forms, Revenue Limits, AB 602, NPS/LCI, Infant, ROC/P Handicapped Pupils, Adult Education, ROC/P, GATE, and Tax Forms that were not applied at the 2002-2003 P-1 Apportionment	March 14, 2003
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### **B. P-2 Documents for Fiscal Year 2002-2003**

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| 1. | <u>Tax Reports</u><br>a. Districts, Form J-29B<br>b. County Offices of Education, Form J-29C   | April 15, 2003<br>April 15, 2003 |
| 2. | <u>Revenue Limits</u><br>a. Districts, Form K-12 (P-2)<br>b. County Offices of Education, Form O (P-2)   | April 15, 2003<br>April 15, 2003 |
| 3. | <u>Special Education</u><br>a. NPS/LCI<br>b. Infant Data   | May 1, 2003<br>April 15, 2003    |
| 4. | <u>Attendance Reports (“J” Forms)</u><br>Districts/County Offices of Education<br>(J-7, J-18/19, J-18/19B, J-18/19C, J-18/19S,<br>J-22, J-22 Supplement [GATE], J-27/28) | May 1, 2003                      |

## **III. SPECIAL PURPOSE APPORTIONMENT, 2002-2003**

### **A. Pupil Transportation Reports**

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|----|---|------------------|
| 1. | Annual Report of Pupil Transportation Expense, Form J-141   | October 15, 2002 |
| 2. | Annual Report of SH/OH Transportation Expense, Form J-141-S | October 15, 2002 |

	<b><u>DUE DATES</u></b>
3. Annual Report of ROC/P Transportation, Form J-141-ROC/P	October 15, 2002
4. Report of School Buses, Form J-143	October 15, 2002
5. Transfer of Transportation Services, Form J-141-T	October 15, 2002
6. Worksheet for Pupil Transportation Data Distribution, Form J-141-CW-2	October 15, 2002
7. Informational Upload from Providers, Form J-141-CW-2 Upload	October 15, 2002
8. Corrections for 2002-2003 and prior	June 30, 2003

#### **IV. INSTRUCTIONAL MATERIALS REPORTS**

Direct Order:

- A. Statement of Written Assurance per *Education Code* Section 60242.5  
of conformance to law and applicable rules and regulations regarding  
instructional materials purchased with funds from instructional  
materials funds for grades K-8 July 22, 2002
- B. Statement of Written Assurance per *Education Code* Section 60452(b)  
of conformance to law and applicable rules and regulations regarding  
instructional materials purchased with funds from Schiff-Bustamante  
Standards-Based Instructional Materials Programs July 25, 2002

#### **V. MISCELLANEOUS REPORTS**

- A. Morgan-Hart Grade 9 Class Size Reduction, FY 2001-2002 Report of  
Enrollment, Form J-9MH July 31, 2002
- B. Morgan-Hart Grade 9 Class Size Reduction, FY 2002-2003  
Application June 30, 2002
- C. Miller-Unruh Certification, Form J-10A August 9, 2002
- D. Annual Survey of Children in Local Institutions for  
Neglected and Delinquent Children, ESEA, Title 1 December 20, 2002
- E. District Level Foster Child Survey December 20, 2002

## **DUE DATES**

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|----|---|--------------------------------|
| F. | School ADA Report (SIP)   | January 17, 2003               |
| G. | School Level CalWORKS and Free and Reduced Price Meal Report  | February 18, 2003              |
| H. | County CalWORKS and Free and Reduced Price Meal Report (School District Level)  | February 18, 2003              |
| I. | 2002-2003 Operations Application, K-3 Class Size Reduction Form CSR-0-3   | 90 Days after Budget is Signed |
| J. | Report of Enrollment for Kindergarten and Grades 1-3 for Districts Participating in the Class Size Reduction Program, 2002-2003, J7-CSR | May 6, 2003                    |

If you have any questions regarding this schedule, please contact Melissa Collier at (916) 445-7354 or by e-mail at [mcollier@cde.ca.gov](mailto:mcollier@cde.ca.gov) or Shelley Goode at (916) 324-4530 or by e-mail at [sgoode@cde.ca.gov](mailto:sgoode@cde.ca.gov).

Reports submitted **on or before** September 13, 2002, send to:

California Department of Education  
School Fiscal Services Division  
560 J Street, Suite 150  
Sacramento, CA 95814

Reports submitted **after** September 13, 2002, send to:

California Department of Education  
School Fiscal Services Division  
1430 N Street, Suite 3800  
Sacramento, CA 95814